



Franklin County
Department of Job & Family Services
1721 Northland Park Ave.
Columbus, Ohio 43229

J O B A N N O U N C E M E N T

POSITION TITLE: Investigator 2 **PCN:** 100633
(Bargaining)

DEPARTMENT/Location: Quality Support Services/Northland **P. R.:** O4

REPORTS TO: Investigator Supervisor 1

RESPONSIBILITIES: Conduct investigations of fraudulent or improper payments as assigned, gather evidence; research case files and computer records, public records, state local and federal rules and regulations governing Public Assistance/Food Assistance/Medicaid programs; review other public and private agency records; notify case managers of newly obtained eligibility information. Determine amount of over/under payment and whether or not public assistance was obtained fraudulently; prepare summaries of findings following established local, state and federal rules and regulations; complete appropriate claim determination of referred cases and initiate collection letters. Prepare for and attend disqualification hearings or state hearings, give testimony as required; attempt to secure promissory notes for collection, answer questions and provide information to customers regarding over/under payments. Enter information in department database regarding establishment of over/under payments; complete routine statistical reports reflecting work and productivity. Attend training sessions, conferences and meetings as required.

MINIMUM QUALIFICATIONS: An Associate's degree in social work or related field is required; supplemented by two (2) years of experience in fraud investigation; or any equivalent combination of training and experience.

STARTING SALARY: \$13.13 per hour, plus a Comprehensive Benefits Package
180 day probationary period

DATE POSTED: Wednesday, May 11, 2016

DEADLINE TO APPLY FOR INTERNAL APPLICANTS: Tuesday, May 17, 2016

DEADLINE TO APPLY FOR EXTERNAL APPLICANTS: Tuesday, May 24, 2016

If interested, please go to www.franklincountyohio.gov/Commissioners/hr and apply on-line.

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